

Nederland Community Library District
Board of Trustees Meeting Minutes
April 27, 2022
The meeting was called to order at 7:06 p.m.

ROLL CALL

Present: Scarlett Ponton de Dutton, Scott Papich, Andrew Bliss, Annie Thayer, Rick Rudstrom, Allie Marshall

Library Staff: Elektra Greer
Absent: Lisa Ryder

PUBLIC COMMENT

MINUTES

Scott motioned to approve the March 30 meeting minutes. Scarlett seconded. Motion passed unanimously.

REPORTS

Presidents Report

No report.

NCL Director's Report

Foundation Liaison Report:

The Foundation approved the following Library funding requests:

Shared Cost for Staff and Volunteer Party, May 18th \$300
Denver Children's Museum Experience Pass \$450
Summer Reading Kick-off Event, May 26 \$1000

The Foundation will be hosting a 2-day book sale at the library on May 26th and May 27th.

Library Usage

Physical Items circulation: 2639 (similar to previous month)

E- Circulation: 352 items (increase from last month)

Kanopy: 45 plays (very small increase)

Door Traffic: 2144 people for the month (continuing to increase! about 13% up from last month)

Website visits: Views up 17%

FB: Our FB engagements are down about 20% for this month

Technology

Our new mounted A/V system is working well and is popular with non-library groups (as well as library groups) reserving our meeting rooms. Our sharp increase in meeting room reservations over the past month is a significant part of our increase in library traffic.

The Library (as well as the Town of Nederland) is part of a working Colorado state-wide group looking at accelerating broadband deployment in Colorado. Executive Order D 22 009 includes the goal of connecting 99% of in-state households to high-speed broadband by 2027 and many libraries will be part of making this strategic goal possible.

Programming

Our programming numbers are looking great and we realize we not only have a seed library, but a sourdough starter library! The Sourdough program was extremely successful, with patrons asking for a follow-up.

Summer Reading Program Kick-off Party: Thursday, May 26th, from 4-7PM. I hope some Board members can help with ice cream scooping!

Business and Database Services

The library is continuing to see an uptick in use of its free “business services” (printing, faxing and scanning). We are seeing several new library users per month who are learning about us for the first time because of the closure of the Business Connection. This, along with Kelly’s great work signing up new students at the school for database access, means we have issued 142 new library cards in the past three months!

Staffing

Jessie Ansari has accepted the full-time Patron and Family Services position and Kendra Trauth has accepted a Librarian Assistant position (taking over our social media from Janette). We have also hired our first seasonal staff member, Austin O’Pry who will be helping out for just summer programming.

Please join us on Wednesday May 18th from 5-7PM for a staff party and for saying goodbye to Susan Gerhart and Janette Taylor. We are having to change venues from Tres Gringos; more information coming soon. The library will close early at 5 that day and we will invite the community to join us. (It is normally a slow time at the library)

Treasurer’s Report

March

1. As of March 31, 2022 checking/savings totaled \$454,606 of which we had \$15,706 in Checking, \$82,390 in our Reserve Fund, \$50,000 in land development fund, and \$30,000 in our long-term maintenance fund, and \$104,721 in Savings.
2. March 2022 total income was \$78,053 of which \$75,877 was from total Property Tax Revenue, and \$2,071 was from total Specific Ownership Tax.

3. March 2022 expenses totaled \$36,886. Expense categories exceeding \$1,000 are summarized here for review purposes, but all expenses can be found on the Profit and Loss statement: \$5,526 for books and materials of which \$3,000 was for the annual e-book hosting fees and \$1,491 was for physical books, \$4,250 for facilities (payment for the storage shed), \$2,130 for ILS, \$2,343 for marketing and design, \$1,262 for payroll taxes, \$16,639 for wages, \$1,063 for professional services, and \$1,049 for utilities.

4. Net income for March was \$41,167. Net income for fiscal year 2022 is \$173,579.

5. Notes: a) The state grant will reimburse some of the e-book costs; b) the shed was approved as an expense in 2021 and therefore wasn't included in the 2022 budget, so will be put under Facilities in 2022; c) part-time payroll wages are higher than what would be expected for this time of year, but that will balance out next month when the Patron and Family Services position will be filled by a current part-time worker and the Library Operations Manager wages are also moved from part-time to the correct categorization.

1. NEW BUSINESS

The Board discussed moving its regular meeting in August to August 17th to be a joint meeting with the Foundation.

1. OLD BUSINESS

. Bond Repayment Schedule

The Bond Repayment Schedule was presented and discussed. The last payment is due June 28, 2032.

a. Strategic discussion on library's east property

The Board dedicated time to brainstorming plans for the library's east property. The Board reviewed community survey results and staffing needs.

The Board's brainstorming settled on making non-permanent improvements to create a more usable outdoor space with seating, shaded areas, sculptures and other amenities.

The Board wants to continue to dedicate 30-60 minutes each meeting to continue developing plans for the east property.

Ideas mentioned: Covered seating, educational signs, outdoor auditorium for music and outdoor movies, kids play equipment, soft outdoor lighting for night time public space, walkways, functional art, space for music, some kind of signature amenity that would draw residents to the library, space for community members to rent for weddings, observatory, something with a mining theme, something rustic and comfortable, shaded area, grass for goats to eat.

a. Adopt 2022 EDI policy

Rick motioned to adopt the EDI policy as written below. Scarlett seconded. The motion passed unanimously.

Annie moved to adjourn the meeting at 9:00 p.m. Seconded by Scott. Motion passed unanimously.

Equity, Diversity and Inclusion Strategic Policy

1. **Purpose:** The American Library Association (ALA) and the Nederland Community Library District promote equal access to information for all persons and recognize the ongoing need to increase awareness of and responsiveness to the diversity of the communities we serve.

2.0 Definitions: The Nederland Community Library District recognizes the critical need for access to library and information resources, services, and technologies by all people, especially those who may experience language or literacy-related barriers; economic distress; cultural or social isolation; physical or attitudinal barriers; racism; discrimination on the basis of appearance, ethnicity, immigrant status, religious background, disability, sexual orientation, gender identity, gender expression; or barriers to equal education, employment, and housing.

3.0 Policy: Provide context and understanding of the concepts and values of equity, diversion and inclusion in librarianship through:

- Annual staff and board trainings.
- Library materials, services, physical space, and programs that establish the library as a resource for the values of EDI.
- Recruit staff and volunteers with a lens of equity, diversity and inclusion.
- Intentionally invest in, and provide, materials that are representative of the diversity of our overall population.
- Expand outreach to underserved and underrepresented communities.
- Establish funding that demonstrates the library's investment in EDI.